



Strengthening practice: creating healing

# Scholarship Program Applicant Guidelines



<b>Opening date:</b>	Monday 14 October 2024
<b>Closing date:</b>	5pm Friday 15 November 2024
<b>Type of opportunity:</b>	<p>Any higher education that supports applicants' work across the Domestic and Family Violence, Sexual Assault and Women's Health and Wellbeing sector, specifically:</p> <p><b>Eligible services funded by Qld Department of Justice and Attorney General, through the Office for Women and Violence Prevention)</b></p>
<b>Enquiries:</b>	<p>If you have any questions including issues with the online application form, please email Toni - <a href="mailto:workforce@healingfoundation.org.au">workforce@healingfoundation.org.au</a></p>
<b>Application Submission:</b>	<p>Via Microsoft form available on the WorkUP website – <a href="https://workupqld.org.au/scholarship-program/">https://workupqld.org.au/scholarship-program/</a> - this includes supporting document upload</p>

## Scope

The purpose of the scholarships program is to build the capacity of individuals working within Queensland, in support of domestic family violence, sexual violence and women’s health and wellbeing. WorkUP is particularly encouraging people from rural and remote areas to take advantage of this program. This is a unique educational opportunity for workers in organisations funded by the Queensland Government’s Department of Justice and Attorney General to gain, or upgrade their qualifications, or advance their professional practice beyond WorkUP Queensland’s professional development priorities.

## Background

As a key part of its response to the Not Now, Not Ever: Putting an End to Domestic and Family Violence in Queensland report, the Department of Child Safety, Youth and Women funded WorkUP Queensland. WorkUP is the Healing Foundation, working in partnership with Australia’s National Research Organisation for Women’s Safety (ANROWS), to deliver a Domestic and Family Violence Workforce Capacity and Capability Building Service over five years. The sector consists of approximately 180 service providers and 700 employees.

WorkUP Queensland commenced in May 2019. The Service brings together the Healing Foundation’s

training and leadership expertise, strong connection to Aboriginal and Torres Strait Islander culture and knowledge about the ongoing impact of trauma and strengths-based approaches to support healing and the capability of ANROWS to mobilise evidence into practice through a gendered lens. The Healing Foundation is formally lead for contracting purposes.

Fundamentally, the Service will mobilise existing and new networks and resources to address workforce supply, capability and utilisation. This will be done by conveying local knowledge, national and international research evidence and engaging a training and skills supply chain to deliver Workforce Planning, Workforce Development and Workforce Support across the following activities:

- Developing effective place-based and state-wide workforce plans.
- Defining workforce capability requirements.
- Using innovative approaches and embedding action learning to drive organisational/cultural change, and improved practice and service system capacity.

Key features of the model include:

- strategic workforce planning through existing accredited training structures
- delivering planning and organisational development by building leadership to drive service outcomes
- Aboriginal and Torres Strait Islander cultural leadership

- place-based action learning
- using 'Practice Studios' to test methods for applying emerging evidence
- leveraging existing opportunities and connections with the sector
- formally engaging sector networks, peak sector groups and Aboriginal and Torres Strait Islander leaders through a Reference Group
- strong early engagement to build the consortium's profile and manage market perception Our objectives are to develop and grow a sustainable workforce in Queensland, with our priorities outlined below. WorkUP Queensland believes that the workforce is a powerful driver for change, and it's strengthened capability in current and relevant domestic and family violence, sexual violence and women's health and wellbeing issues will increase the ripple effect of healing in the community.



## Scholarship Details

WorkUP Queensland will invest \$200,000 to support individuals working within WorkUP Queensland's target group who work in the following types of organisations funded by the Queensland Government's Department of Justice and Attorney General, through the Office for Women and Violence Prevention:

- State-wide Helplines
- Women's Refuges
- Counselling and Support Services
- Specialist Sexual Assault Services
- Aboriginal & Torres Strait Islander Family Violence Services
- Court Support Services
- Legal Support Services
- Perpetrator Intervention Initiatives

The scholarship program offers **up to \$15,000** for an individual to pursue qualifications. The scholarship is to cover the **tuition and student fees of the qualification only**. All other expenses, such as textbooks, are the responsibility of the recipient. Scholarship funds can be used as reimbursement for study that has already been paid and completed. Funds also cannot be used to reduce study debt incurred under a fee payment scheme.

The scholarships will be awarded according to a staged application and assessment process.

## How will the funds be distributed?

Once the successful applicant has provided proof of admission to the course, WorkUP Queensland will pay tuition fees, including student amenities fees, on receipt of a tax invoice, directly to the educational institute on behalf of the applicant. Recipients are required to monitor their university accounts and provide their fee invoices to WorkUP Queensland in a timely manner.

Recipients are required to contact their university to ascertain whether a sponsorship agreement is required before WorkUP is able to pay tuition fees on their behalf.

- demonstrate the impact the qualification will add to their role;
  - articulate how they will demonstrate a commitment to sharing their knowledge with their colleagues;
  - be endorsed by their employer.
3. Provide a brief resume of their work experience in the sector.
  4. Be willing to respond to requests from WorkUP Queensland to share learning to the broader sector.
  5. The activity must commence in the 2024-2025 financial year unless negotiated with WorkUP Queensland.
  6. Applicants can have commenced a qualification; however, fees will only be paid for courses yet to commence and will not be paid retrospectively.
  7. Be open to being included in promotional material on behalf of WorkUP Queensland.

## Scholarship Eligibility

*Individuals eligible to apply for WorkUP Queensland's scholarship program must:*

1. Be employed by an organisation within WorkUP Queensland's target group: organisations funded by the Queensland Department of Justice and Attorney General to deliver domestic and family violence, sexual assault and women's health and wellbeing services.
2. Be an Australian citizen or Australian permanent resident who can:

If you receive a scholarship and change jobs so that you are no longer working for a target group service, your scholarship will be cancelled. This includes if you remain at the same organisation but change programs to a non-target group service. It is the responsibility of the student to keep their details up to date with WorkUP Queensland.

Preference will be given to those working in remote / regional areas (including workers whose organisation services those areas but is not based/located there).

## Management of Scholarships

A project officer will liaise with the successful applicant throughout the duration of the education journey to support the applicant in the achievement of their qualification.

Recipients will be asked to provide academic records with their fee invoice every semester to demonstrate they are completing the course successfully. The scholarship will only cover the cost of subjects once; if a recipient fails a course they will be expected to repeat it at their own cost. Exceptions can be made at the discretion of the WorkUP Queensland Senior Manager.

It is envisaged the applicant will take part in any marketing opportunities in relation to the scholarship program on behalf of WorkUP Queensland and if appropriate, present an element of learnings to the sector on completion of scholarship.

## Transparency

WorkUP Queensland will make sure that the scholarship opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct. If you have any

concerns, questions or would like to lodge a complaint, please contact:

[workforce@healingfoundation.org.au](mailto:workforce@healingfoundation.org.au)

## Privacy Notice

The information provided on this application is being collected to assess your application for a WorkUP Queensland scholarship. The information will be processed by the Scholarships Officer, reviewed by a panel and supplied to the Steering Committee. If you are offered a scholarship, this information, together with any additional information provided to support your application will be retained for administrative purposes. The supply of this information by you is voluntary, however if you do not supply all the requested information, we may not be able to assess your application.

You have the right to access and/or correct any of your personal information held by WorkUP Queensland, subject to the reasonable convenience of WorkUP Queensland.

Please refer to our website for details of our privacy-policy (<https://healingfoundation.org.au/privacy-policy/>).